

**Meeting Date:** June 24, 2008

**Agenda Item No. 16**

**Agenda Item:** Rules: Vendor and Lifetime License

**Bureau Chief Approval:**

**Prepared by:** Craig Wiedmeier

**Background:**

Commission rules provide guidelines for the Department in selecting which businesses may be approved to issue licenses for the Department. The application process requires applicants to contact the Department and for the Department to complete a review document. We would like to change the process to provide better response time to our customers who have applied to provide this service. Other changes include removing the requirements for paying a portion of the IWILD communication costs which the Department no longer has, along with some general rule clean up.

Commission rules also provide guidelines for the Department in processing Lifetime Certificate Applications. Under the current process it can take the Department a couple of months to notify the customer that their application has been received and approved.

**Statutory Authority and/or Policy issues:**

IDAPA 13.01.19, 13.01.20, and 13.01.04.100

**Public Involvement Process:**

N/A

**Staff Recommendation:**

Approve recommended changes to vendor selection rules and lifetime certificate processes.

**Justification:**

This will streamline both the vendor and lifetime certificate application processes.